

## Instructions for ALUMNI

**Submit an updated WHO formatted CV to [NIPSTOPTEAM@CDC.GOV](mailto:NIPSTOPTEAM@CDC.GOV) email box and cover the following points:**  
(application not required)

- Updated WHO formatted CV in English
  - French speakers – submit both English and French CV (Mandatory)

### **In your CV include:**

- All relevant experience as well as your STOP experience
- The STOP team numbers and countries where you served

### **Instructions How to submit**

- Do not convert the WHO formatted CV to PDF or Image
- Do not send Zip or RAR files. Compressed files delay processing and are not permitted on CDC computers.
- File name each document using your name and the type of document
  - Example: Mahomed Azad CV-EN
  - Example: Mahomed Azad CV-FR (if required)
- There is no need to submit your CV more than once, if you submitted the appropriate documentation. Duplicate submissions delay our processing and may result in the deletion of your CV in error.
- If you are a French speaker and you submitted your English and French CV in separate emails, you **MUST** re-submit all of your CV's in one email.

The STOP Management Team has implemented a new policy that limits the maximum number of STOP assignments to four. If you have already completed four assignments, we will not be able to offer you another assignment and there is no need for you to apply again.

Please be aware that we have very limited spaces for STOP alumni on each team and you may not be selected again.